

10-2010

## Culturefest

Office of International Programs

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# **CULTURAL AFFAIRS/DISTINGUISHED LECTURE SERIES**

## **GRANT APPLICATION**

I. Applicant/Organization: Office of International Programs/ International Students Association

II. a. Responsible Organization Officer: Sarah Joughin/ Dung Tran

b. Title: International Student Advisor/ ISA President

c. Campus Address (include Email and Telephone):

**Office of International Programs**

**5782 Winslow Hall, Room 100**

**University of Maine**

**Orono, ME 04469**

**Ph: 207-581-3423**

**Email: sarah.joughin@umit.maine.edu**

III. Summary of program requiring funding (title; featured artist(s); speaker(s); scheduled date(s):

Title: Culturefest 2010

Featured artists: UMaine International Students

Scheduled date: 11/06/2010

Venue: Field House

Anticipated audience: 1200

IV. Budget Proposal Form must be attached.

**Funding for current application is contingent upon submission of reports for any previous grant awards, including final budget and attendance figures.**

**SEND COMPLETED APPLICATION VIA EMAIL TO: [wlegere@maine.edu](mailto:wlegere@maine.edu)**

**For questions regarding the Cultural Affairs/Distinguished Lecture Series, please contact Wanda Madden-Carr at 1-1516**

# Cultural Affairs/Distinguished Lecture Series Fund

## Budget Proposal Form

Applicant/Organization: Office of International Programs/ International Student Association  
 Responsible Officer: Sarah Joughin/ Dung Tran  
 Event Title: Culturefest  
 Event Date: Saturday, November 6, 2010

Total Program Budget: \$6374

**Please See Attached Budget Estimate**

Amount Committed by Applicant Organization: \_\_\_\_\_

Total Amount Requested from Other Funding Sources: \_\_\_\_\_

Please List Sources & Amounts below:

_____	_____
_____	_____
_____	_____
_____	_____

Amount Requested from CA/DLS Committee: \_\_\_\_\_\*

Revenues, if any, expected (fees, ticket sales): \_\_\_\_\_

Budget Breakdown of Expenses and funds to be used:	CADLS	Other
Honoraria/Services (explain below)	\$ _____	\$ _____

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Travel	\$ _____	\$ _____
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\_\_\_\_\_  
 \_\_\_\_\_

Lodging/Meals	\$ _____	\$ _____
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Advertising	\$ _____	\$ _____
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Printing	\$ _____	\$ _____
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Supplies and Materials	\$ _____	\$ _____
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Other (must specify below)	\$ _____	\$ _____
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\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Total Expenses from CA/DLS funds: \$1555\*

Total Expenses from other funds: \$4819

(These two totals should equal the "Total Program Budget" listed above)

\*These amounts should be identical and should not exceed 50% of the total program/event budget. Please note that CA/DLS funds may not be used for receptions and do not normally fund UM employee wages. If an award is granted based on this proposal, reimbursement of expenses will not exceed the total CA/DLS request and will be limited to the types of expenditures outlined above.

# 2010 CULTUREFEST EXPENSES AND FUNDING

ITEM/VENDOR	COST	Funding Source	Requested	Granted
Field House Rental	\$750.00	Cultural Affairs	\$750.00	
Paper Products & Flowers	\$275.00	Program Fund	\$275.00	
Table Cloths for food court	\$30.00	ROC	\$30.00	
Banner & Paint for Union sign	\$10.00	OIP	\$10.00	
Miscellaneous Materials for Set Up	\$50.00	OIP	\$50.00	
Taylor Rental	\$1,450.00	Student Government/ISA pay OIP	\$1,450.00	
Jeff's Catering	\$1,000.00	Student Government/ISA pay OIP	\$1,000.00	
Facilities	\$1,200.00	Program Fund	\$1,200.00	
Police Officer	\$200.00	Program Fund	\$200.00	
Sound, lights & staging	\$300.00	Program Fund	\$300.00	
Penobscot Times - 2 ads	\$80.00	Cultural Affairs	\$80.00	
Maine Campus- 2 - 1/8 pg (10-29 & 11-2)	\$150.00	Cultural Affairs	\$150.00	
- 1 - 1/4 pg (11-5)	\$225.00	Cultural Affairs	\$225.00	
Printing Services - Posters and Flyers	\$175.00	Cultural Affairs	\$175.00	
Campus News Flush	\$24.00	ROC	\$24.00	
Schedule Posters	\$50.00	ROC	\$50.00	
Programs	\$100.00	OIP	\$100.00	
Motor Pool	\$175.00	Cultural Affairs	\$175.00	
Table Arrangements	\$30.00	ROC	\$30.00	
Food Contest Prizes	\$100.00	ROC	\$100.00	
		Cultural Affairs	\$1,555.00	
Total Culturfest 2010 Estimated Expenses	\$6,374.00	Program Fund	\$1,975.00	
		Student Government	\$2,450.00	
		Office of International Programs	\$160.00	
		ROC	\$234.00	

## Culturefest 2010

Culturefest is an annual event hosted by Office of International Programs and the International Student Association. This is a day-long celebration of various cultures from around the world. This is a place for our international students to showcase their cultural traditions. US students from multicultural backgrounds are also welcome to take part and celebrate their families' heritage. Each country will have a table to exhibit their traditional items brought from home. There will be a talent show with music, dances, and other performance art from different cultures and in different languages. We also have a fashion show for students to introduce their traditional clothing. For many, the best part of Culturefest is the food court which will offer a wide variety of food from around the globe.

Approximately 1200 people attend Culturefest each year. Members of the community as well as University of Maine students have an opportunity to learn about the diversity of our student population, about other countries and how different it is outside the United States. It also attracts students interested in study abroad and encourages those who may not have considered studying abroad to find out more. Children from the community are also welcome and special games, activities and artwork for children of all ages will be presented.

This is the chance for everyone to come and explore many countries at once without having to go abroad. This is a very fun and educational event that international students look forward to participating in and UMaine, students, faculty, and staff as well as members from the community look forward to attending. We hope you will consider our request to fund this important event.

***Cultural Affairs Committee***  
***and***  
***Distinguished Lecture Series***  
***c/o Wanda Madden-Carr***  
***201 Alumni Hall***  
***University of Maine***

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October 25, 2010

To: Sarah Joughin

From: Melissa Mayard & Dan Sandweiss, Co-Chairs

On behalf of the Cultural Affairs Committee and Distinguished Lecture Series, it gives us great pleasure to inform you that your proposal, Culturefest 2010, has been awarded \$1555.00.

Please contact Wanda Madden-Carr at 1-1516 to discuss the procedures in place for the submission of financial expenses related to this award at your earliest convenience.

The following acknowledgement is required on ALL promotional material: ***This event was supported in part by a grant from the Cultural Affairs/Distinguished Lecture Series.***

Attached is a form for your use to summarize the benefits derived from this grant. This form should be submitted within 30 days after the conclusion of the event. Timely submission of your summary will be considered as part of any future funding requests.

The Cultural Affairs Committee members congratulate you and wish you much success on this project.